

Canton City Hall, Third Floor
218 Cleveland Avenue, S.W.
P.O. Box 24218
Canton, Ohio 44701-4218
Hours: 8:00 a.m. - 5:00 p.m.

CIVIL SERVICE COMMISSION
CITY OF CANTON, OHIO
Phone: (330) 489-3360
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OPPORTUNITY FOR EMPLOYMENT

THE CIVIL SERVICE COMMISSION OF CANTON, OHIO

ANNOUNCES

COMPETITIVE MERIT EXAMINATION FOR:



AN EQUAL OPPORTUNITY EMPLOYER

DATE OF ISSUE: December 10, 2010
NO: M9-10

CLASSIFICATION TITLE
SANITARY SEWER ENGINEER
(Collection Systems)

SALARY RANGE
\$58,008 - \$67,861

FILING OF APPLICATION

Application must be made on the regular application form available in the office of the Canton Civil Service Commission, Canton City Hall, 3rd Floor, 218 Cleveland Ave. SW, Canton, OH 44702 or application may be printed from www.cantonohio.gov by clicking on “City Services” and then “Civil Service”. Applicant must submit a copy of their valid driver’s license, a current resume, unofficial college transcripts, copy of Professional Engineer License issued by the State of Ohio, and any other documentation pertaining to this position with the completed application and return to the Civil Service Office by the filing deadline of Friday, January 7, 2011.

ORAL INTERVIEW EXAMINATION

ORAL INTERVIEW: Subsequent to the filing of the application, the candidate will be assigned an interview time and date.

LOCATION: Canton Civil Service Commission Office, Canton City Hall, 3rd Floor, 218 Cleveland Ave. S.W., Canton, OH

SCOPE: The examination will consist of an oral interview approximately 15-20 minutes in length. The interview will measure communication skills, engineering knowledge and computer software application knowledge.

This is an open examination. To be eligible for the position under this examination, all applicants must be a U.S. Citizen or have legally declared their intention of becoming a U.S. Citizen. Applicants must possess a current, valid Ohio Driver’s License. Applicant shall have no felony convictions.

MINIMUM QUALIFICATIONS

Graduation from an accredited college or university with a Bachelor’s Degree in Civil Engineering and/or a related field and extensive professional engineering experience; or an equivalent combination of education, experience and/or training which provides the required knowledge, skills and abilities. Possession of a license to practice as a registered professional engineer issued by the State of Ohio.

UNIQUE REQUIREMENTS/PHYSICAL REQUIREMENTS

Thorough knowledge of the principles and practices of engineering as related to the preparation of plans and specifications for a wide variety of public systems, methods and techniques. Knowledge of construction materials and of approved standards for sewer reconstruction application. Ability to interact with the City Engineering Department in all aspects of engineering, review and assistance. Provide technical assistance in approving bid plans and specifications for public bidding purposes. Highly skilled in computer software applications relating to hydraulic modeling, flow monitoring, and design software such as AutoCAD. Ability to prepare technical and administrative reports. Ability to analyze situations and develop workable solutions. Ability to present ideas effectively, orally and in writing. Ability to establish and maintain effective working relationships with Elected Officials, Department Heads, City employees, other agencies and the general public. Ability to supervise assigned personnel.

*****IMPORTANT NOTICE TO VETERANS*****

Candidates who are honorably discharged veterans having served more than 180 days on consecutive active duty service and present their DD-214 Form – long version **AT THE TIME OF APPLICATION** will receive 20% additional credit provided they make a passing score.

CITY RESIDENCY BONUS

Applicants who have resided within the Canton City Limits for at least six (6) months or longer immediately prior to testing will receive 5% additional credit provided they make a passing score.

THE MAXIMUM ALLOWABLE BONUS POINT AWARD IS 20%.

RATING

Upon completion of the examination process, candidates who receive a passing score will be placed on the eligibility list and preference will be given in accordance with your final rating. Once the list has been established, your name will remain on the list for a period of two (2) years.

EQUAL EMPLOYMENT

All qualified applicants will receive consideration for appointment without regard to race, religion, color, national origin, sex, political affiliation, age, type of disability or any other non-merit factor.

ADMITTANCE TO EXAMINATION – IDENTIFICATION REQUIRED

Applicants who have been accepted for the examination will be admitted to the test site only upon presentation of their valid State of Ohio driver’s license or other valid photo identification card to the examiners. **PERSONS UNABLE TO PRESENT POSITIVE PHOTO IDENTIFICATION WILL BE DENIED ADMITTANCE TO THE EXAMINATION.**

DUTIES

This is a responsible, professional, and managerial position. An employee in this classification performs professional work of an administrative nature in assisting in the direction of the office and field staff of the Collection Systems Department. The individual has primary responsibility for planning, designing, and coordinating sanitary and storm sewer improvement projects throughout the City. The position also involves working simultaneously with the City Engineering Department. This is a professional engineering position involving regular coordination with the OEPA and other public health officials. This position will require a thorough familiarity with regulatory principles and practices that affect the City’s NPDES requirements. The position will also require extensive knowledge of computer application in hydraulic modeling/analysis along with a strong familiarity with GIS principles. The exercise of technical judgment on numerous details and selection of sound engineering procedures should be followed at all times. The work is performed in accordance with State laws and City codes. The position involves assisting the Superintendent of Collection Systems in developing and monitoring a Capital budget impacting long and short term sewer rehabilitation and/or reconstruction projects. The Sanitary Sewer Engineer is responsible for directing and coordinating outside consultants in accomplishing the assigned projects impacting the City. The individual reports directly to the Superintendent of Collection Systems.